



## Planning and Environmental Resources

10 E. Mesquite Blvd., Mesquite, NV 89027

Phone: (702) 346-2835 Fax: (702) 346-5382

# Annexation

### Project Information

Project Name: \_\_\_\_\_

Project Location: \_\_\_\_\_

Assessor's Parcel Number(s): \_\_\_\_\_

Existing Zoning: \_\_\_\_\_ Gross Acres: \_\_\_\_\_

Is a Zone Change/Master Plan Amendment being considered with this application? Yes ☐ No ☐

If yes, a separate application is required.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Applicant Information:

Property Owner(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone No. \_\_\_\_\_ Email: \_\_\_\_\_ Fax No. \_\_\_\_\_

Applicant (if different than Owner) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Email: \_\_\_\_\_ Fax No. \_\_\_\_\_

Contact Person/Representative (if different than Owner): \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone No. \_\_\_\_\_ Email: \_\_\_\_\_ Fax No. \_\_\_\_\_

### Office Use Only

Case No. \_\_\_\_\_ Application Fee \$ \_\_\_\_\_

Date Received: \_\_\_\_\_ Noticing Fee \$ \_\_\_\_\_

Received By: \_\_\_\_\_ Planner: \_\_\_\_\_



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### Checklist:

Please use the following list to prepare your complete application. If any information is missing, inaccurate or incomplete, the application will be deemed invalid and **will not** be accepted for processing.

- ☐ No Annexation application fee is required.
- ☐ Noticing Fee Deposit of \$300 is due upon submittal. (A minimum of 30 notices must be mailed at \$10 per notice.) The balance amount for more than 30 notices is due upon completion of mailing.
- ☐ One (1) original signed application.
- ☐ One (1) original, current and fully signed Affidavit(s) plus one (1) copy.
- ☐ One (1) original statement showing that the territory proposed to be annexed meets the requirements of Nevada Revised Statutes (NRS) 268.580 plus one (1) copy.
- ☐ One (1) original legal description of the property plus one (1) copy. (A metes and bounds description is required if the property is not platted.)
- ☐ One (1) original scaled map with legal descriptions of the territory proposed to be annexed, prepared under the supervision of a licensed surveyor or engineer plus one (1) copy.
- ☐ One (1) original map or maps of the city and the adjacent territory proposed to be annexed, showing the following information plus one (1) copy:
  - The existing streets, sewer interceptors and outfalls, the existing major trunk water lines, and other utility lines.
  - The proposed extensions for the existing streets, sewer interceptors and outfalls, the existing major trunk water lines, and other utility lines.
  - The existing and proposed general land use pattern in the territory proposed to be annexed.
- ☐ A digital copy of the submittal is required in the following formats:
  - All site plans must be in AutoCAD Version 14 or higher, DWG format.
  - All architectural renderings and building elevations must be in TIF, JPEG or PDF format.
  - All other documents can be submitted in TIF, JPEF, PDF or DOC format.